

Request for Quotation/ Invitation To Bid Issued by State of Indiana

Vendor Remit to: PUBLIC NOTICE TO BIDDERS
STATE OF INDIANA
DEPARTMENT OF ADMINISTRATION IN

**Name&Address
of Vendor:** 9999999999
PUBLIC NOTICE TO BIDDERS
STATE OF INDIANA
DEPARTMENT OF ADMINISTRATION IN

Please Follow Instructions Included in Solicitation Package
Must be returned by(time and date) **07/01/2011 15:00:00**
Request Information from Buyer listed in Box in Upper Right Corner

RFQ/ITB 0000018238	Date 04/15/2011	Delivery Date	Page 1 of 2
Fund/Object/Center: Dept Number: Project Number: Requisition No: From Req ID - 0000018238 Buyer: Poole, Frank-061 Reporting Code:			
Federal ID: Agency Number: 00502 Facility:			

Ship To: DCS ISETS 131 E Court Street
131 E COURT ST 2ND FL
INDIANAPOLIS IN 46204

****NOTICE:** All prices are assumed valid for ninety (90) days from quotation/bid unless otherwise stated.

Line	Quantity	UOM	Item No/Description	(FOB Destination)	Unit Price	Extended Amt
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ATTENTION - New requirements. Prior to award of this solicitation your business must register as a bidder at www.in.gov/idoa. Click on the Procurement link to the left, then Bidding on State Contracts and then Bidder Registration. Please be sure to complete the Buy Indiana certification page. It is preferred that businesses register immediately, so that delay of solicitation award would not occur. This registration is maintained by you and you may update your information at any time. It remains in the database and covers all solicitation responses you submit to any state agency. It is very important that it be kept current. If you do not have access to a computer, you may call 317-232-6870 for assistance with your registration.

DIRECT DEPOSIT OBLIGATIONS
As required by IC 4-13-2-14.8:

Notwithstanding any other law, rule, or custom, a person or company who has a contract with the State or submits invoices to the state for payment shall authorize in writing the direct deposit by electronic funds transfer of all payments by the state to the person or company. The written authorization must designate a financial institution and an account number to which all payments are to be credited. For forms and additional information see the Auditor of State's website at www.in.gov/auditor/2274.html

All companies desiring to do business with state agencies must complete an "Indiana Economic Impact" form. The form asks for, among other information:

- The amount of the contract that is being allocated for payroll and benefits to Indiana residents
- The amount that is being awarded to Indiana subcontractors and suppliers
- The amount that is being subcontracted to Indiana certified minority and women owned businesses

The collection and recognition of the information collected with the Indiana Economic Impact form places a strong emphasis on the economic impact a project will have on Indiana and its residents regardless of where a business is located. The collection of this information does not restrict any company or firm from doing business with the state.

NOTICE TO INDIANA SMALL BUSINESS BIDDERS

The vendor assures that if they are receiving this award based on the Indiana Small Business Preference that the vendor will be performing a minimum of 80% of the work involved with their own forces. This contract is not assignable either in whole or in part, nor shall it be subcontracted after award without the State's prior written consent.

By signing the certification page of the solicitation package you are certifying adherence to all bid requirements as well as the above notice.

If the M/WBE participation level will exceed or fail to meet the goals outlined in the contractor's proposal, you must notify the M/WBE office immediately at MWDBE@idoa.in.gov. In the event that the contractor fails to report changes in participation attainment, demonstrate a good faith effort to reach the participation goals, pay the MBE and WBE in a timely manner or satisfactorily resolve any outstanding claims, the department may elect to withhold a disputed amount from the payments due to the contractor, suspend or terminate the contract, recommend suspension of the contractor's certification status with the public works division, and/or suspend, revoke, or deny the MBE or WBE certification and eligibility to participate in the MBE or WBE program per (25 IAC 5-7-8).

A FULLY COMPLETED, SIGNED BID PACKAGE IS REQUIRED. THE STATE REQUESTS THAT ALL QUESTIONS REGARDING THE SOLICITATION BE SUBMITTED BY JUNE 17, 2011 AT 5:00PM.

NOTE; SEE ATTACHED FUNCTIONAL REQUIREMENTS AND INSTRUCTIONS PROVIDED FOR EACH SET OF REQUIREMENTS DOCUMENTED.

Respondents must complete attached files and submit these files to the State with the response. The respondents must send one (1) electronic copy and one (1) hard copy.

If any one or more of the listed criteria on which the responses to this quote or bid will be evaluated are found to be inconsistent or incompatible with applicable federal laws, regulations or policies, the specific criterion or criteria will be disregarded and the responses will be evaluated without taking into account such criterion or

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1	1.0000	EA	36 month subscription for 100 Enterprse Licenses for a PROJECT PORTFOLIO MANAGEMENT TOOL Freight Terms: FOB DEST Ship Via: VENDOR		
The following UN/CEFACT Unit of Measure Common Codes are used in this document: EA Each					

To be valid, all Quotations/Bids must be Signed manually. The State of Indiana reserves the right to accept or reject whole or any part of, the foregoing Quotation/Bid.	Representative Signature certifies no quotation/bid on this request has been submitted by officers, representatives or an affiliate of this firm under another name.		When can you ship?
	Please correct above Address	Typed Name of Representative	Telephone Number
		Title of Representative	Date of Quotation